



DEPARTMENT OF CONSERVATION

DIRECTOR'S OFFICE

801 K STREET • MS 24-01 • SACRAMENTO, CALIFORNIA 95814

PHONE 916 / 322-1080 • FAX 916 / 445-0732 • TDD 916 / 324-2555 • WEB SITE conservation.ca.gov

TO: All Interested Parties

DATE: September 5, 2008

SUBJECT: SIGNATURE DEFINITION AND ELECTRONIC REPORTING
PERMANENT REGULATIONS

In June 2007, the Department of Conservation, Division of Recycling initiated the Division of Recycling Integrated Information System (DORIIS) project. This project will improve the management processes for the Division's workflow, document tracking, financial reporting, participant tracking, audits and investigations, education and outreach and allow the Division to provide better customer service. As a result of DORIIS, the Division needs to amend the regulations to define "signature" as being an original handwritten signature or an electronic signature. The Division is also amending Section 2090 to allow for electronic submission of documents.

Attached to this memo are the proposed text of the Signature Definition and Reporting Permanent Regulations, the Notice of Proposed Action and the Initial Statement of Reasons. The end of the public comment period is 5:00 p.m. on October 20, 2008.

If you have any questions or need additional information, please contact Karen Denz, at (916) 322-1899 or kdenz@conservation.ca.gov.

Attachments